

Proposal Review Committee
January 5, 2012
Government Support Service's Administrative Offices
Enterprise Business Park
100 Enterprise Place, Suite 4, Dover, Delaware

Public Session: 8:40 a.m.

The Proposal Review Committee (PRC) met on January 5, 2012, to interview the remaining two finalists who submitted competitive bids for the Medical Benefit Administrative Services RFP for the Group Health Insurance Program. The following committee members were present:

Attendees

Brenda Lakeman, OMB, Director, Statewide Benefits
Faith Rentz, OMB, Deputy Director, Statewide Benefits
Laurene Ehemann, OMB, RFP and Contract Coordinator, Statewide Benefits
Ann Skeans, OMB, Program Lead, Statewide Benefits
Teri Strawder, OMB, Program Lead for DelaWell, Statewide Benefits
Wendy Brown, Department of Health and Social Services
Jim Craig, Department of Finance
Lori Christiansen, Office of Controller General
Erin Guerke, Office of the Treasurer
Jenifer Vaughn, Delaware Insurance Department
Amy Quinlan, Administrative Office of the Courts
Jim Christ, AonHewitt Consulting
Kathleen Goffredo, AonHewitt Consulting

Introductions/Sign In

Ms. Lakeman called the meeting to order at 8:40 a.m.

Discussion of the Medical Benefit Administrative Services RFP

There being no public business to address, Ms. Lakeman requested a motion to move into executive session to conduct interviews of the remaining two finalists. Ms. Quinlan made the motion and it was seconded by Ms. Vaughn. Upon approval of the motion by unanimous voice vote, the PRC moved into Executive Session at 8:41 a.m.

Upon conclusion of the Executive Session, a motion was made by Ms. Christiansen at 3:43 p.m. to move back into the Public Session and Ms. Brown seconded. Upon approval of the motion by unanimous voice vote, the PRC moved into Public Session at 3:44 p.m.

Adjournment

There being no further business, Ms. Lakeman requested a motion to adjourn. Ms. Christiansen made a motion to adjourn and Ms. Quinlan seconded. Upon unanimous voice approval, the meeting was adjourned at 3:45 p.m. Please note there were no public attendees.

Respectfully submitted,



Laurene M. Ehemann
RFP and Contract Coordinator